

**BOARD OF SELECTMEN  
MINUTES OF MEETING  
January 25, 2021**

**Present (remotely):** Chair, Ladleah Dunn, Vice-Chair, Keryn Laite, Jr., Josh Gerritsen, Mike Ray, Jordan Barnett-Parker, and Town Administrator, David Kinney

Chair Dunn read portions of the opening of the agenda regarding the provision for remote meetings during the current state of emergency, including how the public could view and participate in the meeting and that all votes taken during the public proceeding would be taken by roll call.

Selectman Gerritsen read the quote.

**1. Citizens' Forum (6 PM +/-, televised and public Zoom session starts):**

There were none submitted via email or on the chat.

**2. Administrator's Report:**

David Kinney, the Town Administrator, noted:

- Dog Licenses: Please register your dog by the end of January to avoid a state-mandated late fee of \$25.00 per dog. Renewals can be processed online through the Town's website, until January 31st or at the Town Office during regular business hours.
- National Digital Equity Center: Susan Corbett from the National Digital Equity Center is willing and able to attend the next Select Board meeting on February 8<sup>th</sup>.

**3. Meetings & Announcements:**

Town Administrator Kinney read the meetings and announcements.

**4. Upcoming Community Events:**

There were none.

**5. Meeting Minutes – January 11, 2021:**

Laite made a motion, second by Gerritsen, that the Board approves the January 11, 2021 meeting minutes as presented. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker-Yes, Dunn – Yes. Motion carried 5-0.

**6. Committee Chair and Department Head Updates(s) – Fire Chief: Engine 5:**

The Board invited Fire Chief Fullington to attend the Select Board meeting to discuss a recent offer from the Matinicus Fire Department to purchase Engine 5 from the Lincolnville Fire Department for \$5,000.

Chief Fullington spoke in favor of selling the fire truck to the Matinicus Fire Department and explained that he recently had a conversation with Gary Peabody, Chief of the Matinicus Island Fire Department regarding the condition of the fire truck and felt it would be great to see the truck go to a community that can use it and it would be a great way to help out a neighboring island.

The Board concurred with the recommendation from Chief Fullington.

**Barnett-Parker made a motion, seconded by Laite, that the Board authorize the sale of Engine 5, in “as-is, where-is” condition to the Matinicus Island Fire Department for \$5,000 and further authorize the Town Administrator to execute any necessary documents to affect the sale. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker, Yes, Dunn – Yes. Motion carried 5-0.**

The Board thanked Chief Fullington for attending the meeting.

#### **7. Broadband Discussion with LCI Fiber/LTC – Randal Manning and Alan Hinsey:**

Alan Hinsey, Director of Marketing, Sales & Communications and Randal Manning, Vice-President of Engineering and Operations for LCI Fiber/Lincolnville Telephone Company, attended the meeting and provided the Board with an update on the recent fiber optic internet project for the eligible students and teachers in the towns of Hope, Appleton, Lincolnville, and Bristol.

Hinsey started by giving the following project overview:

##### CARES Act Project – Overview:

- This project was funded by the Federal Covid-19 Relief Act (CARES Act)
- The deadline for the application was October 15, 2020
- Projects selected & contracts signed with ConnectME on October 29, 2020
- 100 miles of fiber placed
- 325 students/teachers’ homes passed
- 250 eligible applicants – 76.9% take rate
- Must be substantially complete by December 30, 2020 – only 2 months
- Only for eligible, un-served students and teachers households
- Those with less than 25 x 3 MBPS broadband access
- Must be K-12 students, currently enrolled in college, or a teacher

##### LCI & Tidewater added benefits:

- All build, installation, equipment, and labor costs will be covered
- Plus, the first 6 months of service will be free
- Plus, provided 100 x 100 Mbps for the first 6 months

Marketing & Outreach:

- Student and Teacher addresses identified by the School Districts
- All student addresses remained confidential
- 3 separate email blasts occurred to all eligible addresses
- Multiple press stories and media coverage
- Broadband Committees and Town Offices promoted the project heavily

Data for Lincolnville – CARES Act Project:

- 14.5 fiber miles built
- \$22,500 cost per fiber mile
- 89 eligible student/teacher households passed
- 50 applications received by 12/30/20
- 56.2% take rate (Appleton 58.8% & Hope 95.8%)
- 464 other un-served households passed

Remaining roads to be built to be a 100% fiber to the home community:

- 8 miles remaining to be built
- 93 more un-served homes to be passed

Next steps – secure ConnectME grant funding:

- Fiber build design and cost estimates
- Work with Town/Broadband Committee's to jointly apply for grants
- Applications due in March 2021
- Contract with ConnectME would likely be signed by May 1<sup>st</sup>
- Grant fiber build out a timeline – 1 year

Barnett-Parker stated, “We keep reading and hearing about 100% access and fiber to the home which is just on the main roads and not the hook-ups to the houses, correct?”

Hinsey replied, “If we build-out, we get fiber on a frontage road, on an access road and the main road and if a person applies if they're within that area, they would need to pay \$100 as long as they're within the first 250 feet of drop wire from the mainline to the home. Beyond that, the customer would need to pay \$1.00 per foot extra for the next 250 feet.

Manning noted that they have a backlog of customers waiting to be hooked up and it takes time especially being such a small company.

Manning also felt that what has been achieved in such a small period of time is incredible and nobody in the state has been able to accomplish what they have done.

Dunn asked what the average wait time is as long as there aren't any extended circumstances or the window of hook-up.

Manning replied it would take approximately 30 to 45 days because of the backlog.

Barnett-Parker was appreciative of all that has been accomplished thus far, but wanted some concrete answers, especially if the Board is asked to acquire grant money.

Barnett-Parker stated, "When we are talking about accessible internet, I can tell you that we have been trying for years and have put in multiple applications and we are right off the road, and several people signed up and I know many, many, many people are trying. It's frustrating for me to see all this line that is laid and to be told it's accessible and I know for a fact that it's absolutely not accessible."

Manning replied, "We have done quite well in Lincolnville and a high percentage of people in Lincolnville will be able to get access and we're trying to do the very best we can and what we have done is quite incredible."

After a lengthy discussion, the Board finished by thanking Hinsey and Manning for attending and giving the Board an update and for all the work to expand to all the students and teachers in Lincolnville, Hope, Appleton, and Bristol.

#### **8. Harbor Ridge – Revised Escrow Agreement:**

Kinney explained that back in October of 2020, the Board approved an Escrow Agreement with Steven and Margaret Case regarding the surface pavement for the Harbor Ridge Subdivision, then winter arrived quicker than anticipated, which prevented them from putting down the base course.

Case then contacted Kinney with questions on how to proceed, which required that he start with the Planning Board again for their recommendations to allow them to amend the Escrow Agreement, to sell lots before any paving at all.

The Planning Board approved the request as long as the Select Board approved and a new Escrow Agreement was then drafted, which has been presented to the Select Board.

**Gerritsen made a motion, seconded by Barnett-Parker, that the Board authorize Ladleah Dunn, as Chair of the Board of Selectmen to sign the revised escrow agreement between the Steven Case, Margaret Case, and the Inhabitants of the Town of Lincolnville for the placement of the pavement in the Harbor Ridge subdivision and that the Town**

**Administrator be authorized as the Escrow Agent. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker, Yes, Dunn – Yes. Motion carried 5-0.**

The Board thanked Case for attending the meeting.

**9. Authority to Post Roads for Seasonal Weight Limits:**

**Ray made a motion, seconded by Gerritsen that the Board of Selectmen authorize the Road Commissioner to post the roads for weight limits as he deems to be in the best interest of the Town and further that the Board authorizes the Road Commissioner to use his signature. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker, Yes, Dunn – Yes. Motion carried 5-0.**

**10. Discussion of Conservation Easement Restrictions on CMLT Park Land:**

Kinney explained that the Town is slowly moving ahead on the transfer or exchange of lands with Coastal Mountains Land Trust. The title search work has been completed and the conservation easement is with the Town Attorney, which is now at the top of her pile. The existing property has a conservation property on it, which the Board received a copy of, which was originally drafted back when MBNA/Corporate Properties Services, Inc owned the property and CMLT was the holder of the conservation easement.

Kinney noted that because Corporate Properties Services, Inc. was not a public entity, they were a private entity. Therefore; with the transfer of ownership to the Town, it was suggested that the Conservation Easement be amended to reflect the change and to add different restrictions and allow for other uses and reflect public ownership.

Kinney provided the Board with a copy of the Penobscot Park Conservation Easement Proposed Amendment memo and the Town Attorney wanted to make sure that the Board was satisfied with the proposed amendments.

The Board welcomed Heather Rogers from Coastal Mountains Land Trust to the meeting.

Rogers spoke about the fact that the easement has been in place since MBNA granted the land to the CMLT and the goal in amending it was to make it reflect public ownership and to secure public access for the parcel.

The Board agreed with the amended Conservation Easement and they thanked Rogers for attending the meeting.

**11. Efficiency Maine – Small Municipality Retrofits:**

Kinney reported he recently attended an Efficiency Maine webinar regarding a program that offers grand opportunities for small municipalities and will be accepting applications through the end of March for energy efficiency by converting lighting to LED's and heating systems to heat pumps.

Approximately two years ago, the Lincolnville Energy Team/Committee was able to access a number of the Town-owned structures and made several recommendations. Two of their recommendations still need to be addressed which are the municipal pier lighting and the beach fire station heating system, which is currently a hot air oil furnace.

Kinney told the Board that the deadline to apply is sometime around the end of March of 2021.

Kinney told the Board that one of the obstacles is that the towns need to have the matching funds in hand when the application is submitted.

The Board felt this was a great opportunity to take advantage of and they thanked Kinney for taking the time to bring this to the Board.

**Barnett-Parker made a motion, seconded by Ray that the Board authorizes the Town Administrator to apply for Efficiency Maine Small Municipality Retrofit program and for any necessary town match at the Beach Fire Station the funds be authorized from the Building Repair Fund and any necessary town match at the pier be authorized from the harbor savings account. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker, Yes, Dunn – Yes. Motion carried 5-0.**

## **12. Selectmen Update(s):**

Laite: During the last Mid-Coast Solid Waste Board of Directors meeting on Thursday, January 14, the budget was approved. They also approved the facility that will be taking our trash.

Laite announced that he enjoys being with this group because things are getting done and the organization of the new MCSW manager.

Ray: Mentioned that the use of the Woodshed is expected to pick-up and he asked for additional volunteers to help on Saturday, January 30<sup>th</sup>.

Dunn: No updates at this time.

Gerritsen: Is looking forward to the first Broadband Task Force meeting that he will be attending on Wednesday, January 26, which should be televised.

Barnett-Parker: No updates at this time.

## **13. Treasurer's and Payroll Warrant(s)-Approve & Sign:**

**Ray made a motion, seconded by Barnett-Parker, that the Board approves the Treasurer's and Payroll warrants. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker, Yes, Dunn – Yes. Motion carried 5-0.**

14. **Adjourn:**

**Laite made a motion, seconded by Gerritsen, to adjourn. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker - Yes, Dunn – Yes. Motion carried 5-0.**

Barnett-Parker took a moment to thank the rest of the Board for welcoming him to the group.

Respectfully submitted,

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Melissa A. Geary  
Administrative Assistant